

West Grey Public Library Board

**Mission Statement: The West Grey Library offers resources and services inclusive for all.
This is an online meeting**

We are using the ZOOM meeting software

To join the meeting through your computer (or smartphone with the ZOOM app) go to: <https://us02web.zoom.us/j/84752396668?pwd=TzFkYkd4TOxHaGJFNDNrVjdLTlhrdz09>

Join Zoom Meeting

If you prefer to phone in and listen live

Dial. +1 647 558 0588 Canada (long distance charges to Toronto may apply)

If prompted, enter the meeting ID 847 5239 6668 and Passcode: 307670

Agenda

January 20, 2021 7pm

1. Call to Order
2. Approval of Agenda
3. Declaration of Pecuniary Interest or Conflict of Interest
4. Introduction of Board Members
5. Introduction Message (Liz Murray)
6. Correspondence
7. Comments and questions from members of the public (3-minute per person)
8. Adjournment

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Zoom Meeting Participant Functions:

Using a computer

- 1. Click on the icon labelled participants on the Zoom Menu Bar. (If you don't see the menu bar move your mouse slightly, and the bar will appear).**
- 2. The white participants box that appears after you do Step 1 has a raise hand command at the bottom, just click that to raise your hand.**
- 3. When prompted, click raise hand if you have a question or comment.**
- 4. Lower it by clicking the same button, now labelled lower hand.**

Using a tablet or cellphone app

- 1. Click participants.**
- 2. Choose more at the bottom of the participants' screen.**
- 3. Choose raise hand.**
- 4. The hand icon will turn blue, and the text below it will switch to say lower hand while your hand is raised.**

Using telephone

- 1. To join a meeting via telephone, dial: 1-647-558-0588 and enter the meeting ID provided (long-distance charges to Toronto may apply). Press *9 to raise your hand.**